

LS 00-1600-  
28 Aug.

JUL 20 1955

MEMORANDUM FOR: Deputy Director (Plans)

SUBJECT: Supplementary Per Diem for Representational  
Sessions

1. Letters of Authorization for Senior Representatives presently provide for a supplementary per diem for actual extensive attendance expenses incurred because of representational reasons, not to exceed an additional \$10.00 per day, but do not place a limitation as to areas in which this allowance may be claimed.

2. Since the concept and purpose of a representation allowance is to reimburse officers and employees for reasonable and officially necessary expenses incurred for the enhancement of United States prestige and interests, it is not considered appropriate or within the intent of Agency Regulations applicable thereto, to grant the supplementary representational per diem during periods the individual concerned is in the United States.

3. It is, therefore, recommended that Senior Representative Letters of Authorization be amended to provide for payment of the supplementary representational per diem only during periods when the individual is in a travel status outside the continental United States.

3 why think?

L. E. WHITE  
Deputy Director (Support)